

MINUTES

KEY WEST BIGHT MANAGEMENT DISTRICT BOARD MEETING

OLD CITY HALL, 510 GREENE STREET

AUGUST 10, 2011

A regular meeting of the Key West Bight Management District Board of the City of Key West, Florida, was held in Commission Chambers, Old City Hall, 510 Greene Street, on Wednesday, August 10, 2011.

The Chairman called the meeting to order at 9:03 a.m.

Answering roll call were Board Members Jermy Ashby, Jimmy Lane, Kathryn Ovide, Dan Probert, Michael Wilson and Chairman Michael Knowles presiding.

Board Member Paul McGrail was absent.

Also present were Assistant City Attorney Ron Ramsingh, Key West Bight Marina Manager Mark Tait, Port Operations Manager John Castro, Senior Property Manager Marilyn Wilbarger and Clerk of the Board Sue Harrison.

Others in attendance were Jack Anderson from the Tenants Association.

The pledge of allegiance to the flag of the United States of America was given by all present.

CHANGES TO THE AGENDA:

It was moved by Ms. Ovide and seconded by Mr. Probert to accept the agenda.

The Chairman asked for objections and seeing none, the agenda was accepted unanimously.

APPROVAL OF MINUTES:

1) July 13, 2011 (Regular)

It was moved by Ms. Ovide and seconded by Mr. Probert to approve the minutes of July 13,

2011 correcting Mr. Tait's title as Marina Manager on page one.

The Chairman asked for objections and seeing none the minutes were approved as corrected.

ACTION ITEMS:

2) Approval of FY 2011/2012 Budget

Ms. Wilbarger reviewed the Budget items for FY 2011 / 2012 for the Key West Bight with a power-point presentation for the Board. She stated they were in good shape and financially sound.

Ms. Wilbarger stated the cost of the new Wi-Fi service will be built into the rate increases.

Expenditures included general administrating costs, professional services, other contractual services, insurance and property taxes. The taxes for the next year were projected at \$296,000.00 and the insurance costs would be decreased from \$314,000.00 to \$283,000.00 due to the rebidding of the entire contract for the City.

Capital outlay for the marina included the re-decking project, the floating dock on Trumbo Road, landscaping and security, utilities, other repairs for buildings in the Bight area and the second phase of the Common Area Improvement Plan. Ms. Wilbarger also stated additional Cali parking equipment would be purchased which would replace parking meters.

With regard to the Ferry Terminal, Ms. Wilbarger stated FDLE had not reviewed security changes as the plan is still being written by the Police Department. They anticipated reduced waiting times for boarding passengers and fewer baggage inspections. They were working with Key West Express to ensure there will be one certified security officer during the loading process. Ms. Wilbarger stated Mr. Fitton, Port Director, is doing ground work for the requirements of Customs and Boarder Protection. She stated for the time being the requirements would be lessened.

Capital projects included re-decking in September, the Schooner Wharf re-build, Turtle Kraals and the Piano Shop structural repairs, the floating dock, Lazy Way overhang, Phase 2 of the Common Area Plan and the Waterfront Market building spalling repairs. The Waterfront Market building repair funds are from the prepaid rent settlement.

Chairman Knowles thanked Mr. Lane for attending the budget meetings last month.

It was moved by Mr. Probert and seconded by Ms. Ovide to approve the budget as presented.

The Chairman requested the Clerk call the roll.

Yeas: Board Members Ashby, Lane, Ovide, Probert, Wilson and Chairman Knowles

Nays: None

3) Old School Board Shoppe Lease Assignment

Ms. Wilbarger presented the item to the Board. She stated Old School Board Shoppe took over the old seaport properties on the harbor walk and has entered into an agreement to purchase the business and therefore the request for the lease assignment. They also took over the snorkel boat in front of the store. Any balance due on their account will be brought current prior to the transfer. This is for Unit B on the harbor walk next to Key West Artworks.

It was moved by Mr. Probert and seconded by Mr. Lane to approve the lease assignment.

The Chairman requested the Clerk call the roll.

Yeas: Board Members Ashby, Lane, Ovide, Probert, Wilson and Chairman Knowles

Nays: None

4) Rejecting Bids for ITB #11-013 – Water Testing at Key West Bight, Key West Ferry Terminal and City Marina at Garrison Bight

Mr. Tait said this item was discussed at the previous meeting and would need to be formally rejected by the Board. The project would be re-bid.

It was moved by Mr. Probert and seconded by Ms. Ovide to approve the rejection of bids for Water Testing as presented by staff.

The Chairman requested the Clerk call the roll.

Yeas: Board Members Ashby, Lane, Ovide, Probert, Wilson and Chairman Knowles

Nays: None

5) Yours and Mayan Unit B Lease Renewal

Ms. Wilbarger explained the tenant had expanded into this space through a lease assignment and that lease was up in July. They would like to align this lease with their other lease for Unit A and A-1 through February. This is a simple renewal.

It was moved by Ms. Ovide and seconded by Mr. Probert to approve the lease renewal as presented by staff.

The Chairman requested the Clerk call the roll.

Yeas: Board Members Ashby, Lane, Ovide, Probert, Wilson and Chairman Knowles

Nays: None

DISCUSSION ITEMS:

6) Emergency Structural Repairs to Docks at Schooner Wharf

Mr. Castro informed the Board this was an emergency repair exceeding \$20,000.00. This item had been approved after-the-fact by the CRA. The project was completed without any problems. Staff needed to inform the Board about this repair.

7) Dockmaster Office Beverage Sales

Mr. Tait informed the Board that the beverage sales inside the Dockmaster's Office were going well and they might put other retail items in that space for sale in the future.

8) Stone Crab Boat Dockage at Key West Bight Marina

Mr. Tait presented this item to the Board to see how they felt about this concept. Staff felt that adding an additional working stone crab boat to the historic seaport was a good idea. They would be available for an historic vessel discount. This vessel could occupy a slip behind the Half Shell Raw Bar.

Ms. Ovide thought this was a good idea and in general the Board approved of the concept. Mr. Tait stated if they were in agreement and there were no objections from Legal review they could move forward with this.

REPORTS:

9) Manager's Report

Ms. Wilbarger stated they were in good shape, sales were up and all the tenants are having a very good year.

10) Accounts Receivable Report

There were no questions from the Board regarding the Manager's Report or the Accounts Receivable Report.

11) Tenants' Association Report

Mr. Anderson reported they had no quorum for their meeting the previous day but they had a discussion regarding the 2012 Christmas event. They would be applying for \$35,000.00 from the TDC along with Ms. Worthington from Schooner Wharf. He commented on the budget and projects.

Old Business:

Mr. Wilson asked about the Parking Manager and if he could bring a report to the Board. Mr. Ramsingh stated parking rates fell under the City Manager's purview. Ms. Ovide reminded the Board that Mr. Wilkins' parking issue had been postponed several times and Mr. Wilkins needed to come and talk with the Board. Mr. Lane also stated it would be a benefit to the tenants to see this plan also. Mr. Ramsingh would send another email requesting that Mr. Wilkins attend the next meeting and the item placed under discussion. Mr. Ramsingh would also contact Mr. Scholl and the Assistant City Managers regarding the Board's request and their concerns.

Mr. Probert recalled (from a previous meeting) there had been a motion by Mr. Lane to reduce the rates of the parking meters to match the rates of the meters on the street. Mr. Ramsingh's understanding was that the City Manager controls parking rates. They could send the message to the City Manager that this is the will of the Board to match these rates.

Chairman Knowles requested that Mr. Wilkins and either Mr. Scholl or the Assistant City Manager attend the next meeting. Ms. Ovide asked that in the presentation they are provided a map which overlays the areas and gives them a history on the use of the lots, the use of the street, the use of the parking garage, the use of Conch Republic, to look at where the use is to see if they are out of kilter with the parking utilization in the Bight parking lot. Mr. Knowles stated that hotels will shuttle their guests into town. Mr. Lane stated that locals know the parking on the street is \$1.00 less than in the lot.

Ms. Ovide asked about security in the area. Ms. Wilbarger reported complaints have gone down and there is funding in the budget to have an officer on the property every day.

Ms. Ovide asked about the status of the Waterfront Market property. Ms. Wilbarger had been meeting with the prospective tenants and they were ready to look at a first draft of the lease. The Planning Department would be responding to their requests to ensure the project is doable. The funding is in place for the project and no financing will be necessary. This is expected to be a \$2,000,000.00 project. They will be asking for a 20 year lease.

PUBLIC COMMENTS:

There were no comments from the public.

BOARD COMMENTS


Mr. Probert asked that more information be provided in the minutes. Ms. Ovide agreed and indicated when the Board gives a directive or expresses a concern that should be included. She would appreciate if that was relayed to the City Clerk. The Clerk replied that she would include more information in the minutes.

Mr. Ramsingh reported on the lawsuit and counter claim with Florida Keys Boat Rental. This is an eviction and damages suit. They were still fighting over the back rent. It was escalating into the Circuit Court.

Ms. Wilbarger stated there is a new representative present from the Friends and Neighbors of the Key West Bight, Patricia Rogers. She had volunteered to become the new liaison.

ADJOURNMENT:

It was moved by Mr. Probert and seconded by Ms. Ovide to adjourn. There being no further business the Chairman adjourned the meeting at 10:19 a.m.


Susan P. Harrison, CMC, Clerk of the Board
Senior Deputy City Clerk